

**COLUMBUS PARKS AND RECREATION  
BOARD MEETING  
THURSDAY, FEBRUARY 6, 2014  
12:00 NOON**

**AGENDA**

12:00n     **Call to Order**

12:05 pm     **Action Items**

- a. Approve minutes – (Jan. 9, 2014 Executive Session & Regular Meeting)
- b. 2014 Board Appointments (Plan Commission, FFY Board, Cemetery Board and CAAC Board)
- c. RTP Project Agreement Approval
- d. Approve 2014 Amendment to Agreement with Columbus Softball Association
- e. Approve Resolution for Salary Ordinance Amendment
- f. Personnel Review and Approval
- g. Approve printing 2014/15 Fun Guide
- h. Approve claims and payrolls

12:25 pm     **Discussion Items**

- i. Personnel Authority Review
- j. Athletic Program 2014

12:30 pm     **Information Items**

- k. Department financial reports
- l. Staff reports

12:45 pm     **Board Comments**

1:00 pm     **Adjourn**

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## **Board Meeting Agenda**

### **February 6, 2014**

#### **Call to Order**

#### **Action Items**

- a. Approve minutes – Request Park Board approve the January 9, 2014 Executive Session and Regular Meeting minutes. – Attachment 1
- b. 2014 Board Appointments – Park Board will make appointments to serve in 2014 on Plan Commission, FFY Board, Cemetery Board and CAAC Board.
- c. RTP Project Agreement Approval – Staff will request Park Board approval of an RTP Project Agreement with Indiana Dept. of Natural Resources for a grant of \$150,000 to be used on the Clifty Park People Trail.
- d. Approve 2014 Amendment to Agreement with Columbus Softball Association - M. Jones will present the 2014 Amendment to the Agreement with Columbus Softball Association to the Park Board for approval. – Attachment 2
- e. Approve Resolution for Salary Ordinance Amendment – Staff will present request for approval of Resolution of Salary Ordinance Amendment for Director of Business Services, Marketing Coordinator and Receptionist/Lead Secretary CGC/FFY.
- f. Personnel Review and Approval – J. Logston will present information to Park Board.
- g. Approve printing 2014/15 Fun Guide – Staff will present a proposal for The Republic to print the 2014/15 Fun Guide to Park Board for approval. This agreement (as in 2013) includes the sale of advertising by The Republic for the guide resulting in a lower cost to the department for the Fun Guide.
- h. Approve claims and payrolls - Request Park Board approve claims and payroll vouchers as distributed.

#### **Discussion Items**

- i. Personnel Authority Review – J. Logston will present information.
- j. Athletic Program 2014 – Staff will discuss planning for 2014.

#### **Information Items**

- k. Department financial reports – J. Brinegar will review the January 2014 financial reports with the Park Board.
- l. Staff reports

#### **Board Comments**

#### **Adjourn**

**COLUMBUS PARKS AND RECREATION  
EXECUTIVE SESSION  
THURSDAY, JANUARY 9, 2014  
11:00 A.M.**

Present: B. Russell, M. Tucker, N.A. Brown and D. Jones

President B. Russell called the meeting to order.

The Columbus Parks and Recreation Board met in Executive Session on Thursday, January 9, 2014 at 11:00 A.M. at Donner Center. The meeting was held pursuant to I.C. 5-14-1.5-6.1 (b) (6) to discuss a personnel matter. No decisions were made at the meeting and no other matter was discussed.

There being no further business, President B. Russell adjourned the meeting.

Respectfully submitted,

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B. Russell, President  
Columbus Park Board

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N.A. Brown, Secretary  
Columbus Park Board

**COLUMBUS PARKS AND RECREATION  
BOARD MEETING MINUTES  
THURSDAY, JANUARY 9, 2014  
12:00 NOON**

Present: B. Russell, M. Tucker, N.A. Brown and David Jones

Councilman D. Bunch, Dave B., M. Caldwell, J. Farber, W. Hanrattie, J. Hartsook, D. Hayward, K. Johannesen, J. Logston, T. Mann, J. Sargent, J. Brinegar, C. Fry, M. Jones, C. Ritz, S. Sasse, B. Wagner and C. Brummett

President B. Russell called the January 9, 2014 meeting of the Columbus Park Board to order.

Subject: Nomination and election of officers  
N.A. Brown moved that officers from 2013 remain the same for 2014. (B. Russell – President; M. Tucker – Vice-President; N.A. Brown – Secretary) M. Tucker seconded. Motion approved.

Subject: Approve minutes  
M. Tucker made a motion to approve the Columbus Parks and Recreation minutes for the December 12, 2013 meeting and the January 6, 2014 Executive Session as distributed. N.A. Brown seconded. Motion carried. D. Jones abstained from the vote.

Subject: Approve claims and payrolls  
B. Russell asked Board Members if they had a chance to review the claims and payrolls to be approved. N.A. Brown and M. Tucker said they had reviewed. M. Tucker moved to approve the claims and payrolls as submitted. N.A. Brown seconded. Motion carried. D. Jones abstained from the vote.

Discussion items:  
B. Russell welcomed David Jones as the newly appointed member of the Columbus Park Board. He also voiced appreciation to Jim Hartsook for all his work and input provided over the past 2 years.

B. Russell said an additional discussion item today was assignment of the managerial responsibilities for the department. He said the Park Board was assigning J. Brinegar with these managerial duties. He said the Park Board had prepared a letter requesting assistance from the Mayor and City Council to increase J. Brinegar's pay while serving in this capacity with increased responsibility. D. Jones said there are a lot of things going on and we need to have someone in-house to handle day to day operations. He noted this is a temporary move.

N.A. Brown reported that the Park Board received two letters and it was requested that they be read into the record. N.A. Brown then read the letters from John & Arleen Keele and Chuck Wilt aloud in the public meeting. (Copy of each letter attached).

M. Tucker asked Councilman D. Bunch to read a letter from the City Council. D. Bunch said are a lot of grey areas depending on who you talk with regarding state statute and state statute and the Park Board. The City Council has offered to hire an independent attorney to get clarification on this situation. M. Tucker voiced appreciation for the offer. Park Board indicated a desire to pursue this option.

D. Jones said there are lot of gray areas, some confusion and there needs to be something done. He would like to go cautiously moving forward so we are not getting too far out of our scope to deal with what we are doing.

N.A. Brown said as a Park Board member, we want to be sure the department is run properly according to law. It is important for the public to know the department is running well with the management that we have within the department and it will continue to run well as we move through the internal questions we might have. B. Russell thanked N.A. Brown for her well stated comment.

There being no further business, N.A. Brown made a motion to adjourn the meeting. D. Jones seconded. Motion approved.

Respectfully submitted,

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B. Russell, President  
Columbus Park Board

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N.A. Brown, Secretary  
Columbus Park Board

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J. Brinegar, Director of Business Services  
Parks and Recreation Department

January 9, 2014

To: Mayor Brown & Councilman Bunch

From: Parks & Recreation Board  
Columbus, Indiana

Re: Managerial Responsibilities & Salary

The Parks Board intends to administratively assign Jamie Brinegar additional department managerial responsibilities to his current position. This would be to act as the department manager, to handle day to day operations for Parks & Recreation. Because Jamie will have increased responsibilities, the Board is requesting assistance from the Mayor and City Council to increase his pay while he serves in this capacity. It is our understanding that your action is necessary to make any modifications to the salaries of City personnel, and as such, we are seeking your assistance and advice on this matter.

Nancy Ann Brown

~~David Jones~~

Brian Russell

Mary Tucker

Dave Jones.

January 8, 2014



John & Arleen Keele  
5455 W Carr Hill Rd.  
Columbus, IN 47201

To the Columbus Park Board  
Donner Center  
Columbus, IN

Dear Parks Board members:

We urge you to support the City Council's  
recommendation of an independent authority  
to look into the charges made against Ben  
Wagner by Mayor Brown.

We feel Columbus has had an exceptional  
Parks Department and great leadership for  
many years. All the people of Columbus  
deserve to have this current situation  
looked into by a non-partisan investigator.  
Perhaps Indiana University's SPEA (I'm sure  
we have the acronym quite right) Department  
could be of help (?)

Thank you for your service to the community.

John & Arleen Keele

**Brian Russell**

**From:** Charles Wilt [cgwilt@sbcglobal.net]  
**Sent:** Thursday, January 09, 2014 7:48 AM  
**To:** russelldevelopment@sbcglobal.net  
**Subject:** Share with the Board Today January 9,2014

Brian

I have been praying for you, the Board and Ben about the crisis that you are facing. God has given you a very tough situation to deal with and I know you will do the right thing for the community and Ben. As you make your decision remember that I and the previous Park Board worked hard to make sure we continued to have a professional parks and recreation professional to replace me. Ben was hired with over ten years experience and with a BS Degree in Outdoor Recreation. He had the highest references from the Foundation for Youth Board and the Indiana University Department of Recreation and Park Administration. We put him through the Directors School sponsored by the National Recreation and Park Association. When I left he was well prepared to take over and continue the over 60 years of professional parks and recreation leadership that has made Columbus one of the best admired departments in the nation. It is this leadership and strong citizen volunteers like the current board that has enabled the department to attract the outstanding staff that works with you and Ben.

I would urge you to think about this as you make any decisions on how to respond to the Mayor's recent action against Ben. I would also say that if I had stayed as Director you would probably be faced with the same decision about me.

I would have urged you to push back on the Mayor's decisions to cut parks and recreation and this would have led her to try to force me out. I worked with four Mayors and each had their different styles and didn't always agree with me or the Board. However, they did respect the state park law and the fact that a Park Board was in place to represent the citizens to insure that decisions made were in the best interest of the community without regard to politics. The previous Mayors would come to the Board if they had a real problem with me and ask them to resolve it. This is because the Board had the supervisory responsible over me and the legal responsibility to set policy and manage the parks and recreation department.

In conclusion I would urge you to do everything you can to help retain Ben as Director of Parks and Recreation. Since I can't be at your meetings today, I ask

1/9/2014

you to read this e-mail aloud to the Board expressing my opinion. This is my way of being able to express my opinion to you and the public.

Chuck Wilt

Former Director of Parks and Recreation, 1977-2010

AMENDMENT 6  
to  
AGREEMENT BETWEEN COLUMBUS PARK BOARD  
AND THE COLUMBUS SOFTBALL ASSOCIATION,  
INC. FOR THE OPERATION OF THE  
SUMMER AND FALL SOFTBALL LEAGUES

WHEREAS, Paragraph 3, Term of Agreement, provides for the automatic renewal of the most recent agreement for each subsequent calendar year unless terminated by mutual agreement of the parties; and

WHEREAS, neither C.S.A. or Park Board wishes to terminate said agreement, but said parties do desire to make certain changes to the terms and conditions of said agreement.

NOW THEREFORE, C.S.A. and Park Board do hereby agree to amend the agreement dated the 8<sup>th</sup> of April, 2004 as follows:

The former 5.f. is deleted and it is replaced and amended to read:

- 5.f.
1. To pay to the Park Board a base sum for rental of the diamonds at Lincoln Park for the regular summer and fall league play. For the year 2014, the base sum for rental shall be \$250.00 per registered team for the summer league and \$150.00 per registered team for the fall league. The summer rent will be paid in full by June 6, 2014, while the fall rent will be paid in full by September 26, 2014.
  2. Any excess funds, upon completion of 2014 summer and fall league play and required winter funds, shall be turned over to the Park Board as soon as final financial status is established by C.S.A. for the fiscal year.
  3. Basic rental of the diamonds shall cover the cost of one full time laborer to conduct diamond preparation. In addition, the Parks Department shall provide supplies to maintain the diamonds (lining materials, quick dry, seed, chemicals, fertilizer, and miscellaneous supplies and equipment), and electricity for field lighting.
  4. The Parks Department shall provide a monthly record of labor hours utilized for the maintenance of the softball diamonds. For purposes of applying a cost to the hours, a per hour rate for wages, FICA, PERF, and health insurance will be used. The rate will be determined by totaling the wages and benefits of the laborer and 1/3 of the wages and benefits of the Athletic Facilities Team Leader and dividing by the normal number of hours for 1.33 positions (2,773 hours).

5. For 2014, the figure of \$24.66 per hour shall be used for all hours. This calculation shall be used for informational purposes in 2014, since labor expense will be limited to the budgeted wages and benefits of the Athletic Facilities laborer position.

The former 5.l. is deleted and replaced with the following:

- I. To from time to time promote and arrange tournaments to be conducted on Park Department fields. Said tournaments shall be subject to the availability of the diamonds. In the event that the C.S.A. schedules weekend, or other tournament, C.S.A. shall be responsible for paying to the Park Department, an appropriate rental fee for the diamond use proposed. Said rental fee shall be that amount necessary to adequately reimburse the Park Department for the cost of preparing the diamonds for play.

Parks and recreation employees who are trained in softball field preparation by the Athletic Facilities team shall prepare ball diamonds and auxiliary areas for tournaments. Appropriate park department equipment shall be made available for the use of these employees in the preparation and upkeep to the diamonds immediately, prior to, during, and following said tournaments, and C.S.A. shall pay to the Park Department for the use of said equipment and equipment rental fee the Park Department deems appropriate for the use of the equipment.

Any and all other provisions of the original agreement dated the 8<sup>th</sup> of April, 2004 not in conflict herewith shall remain in full force and effect. This amendment shall replace Amendment 5, dated February 14, 2013. Upon approval of this amendment, Amendment 5 shall be terminated immediately and be no longer valid.

ALL OF WHICH IS AGREED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2014.

COLUMBUS PARK BOARD

COLUMBUS SOFTBALL ASSOCIATION, INC.

\_\_\_\_\_  
President

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Secretary